



Parks & Forestry  
201 4 St. SE  
Rochester, MN. 55904  
Office: 507-328-2515  
Fax: 507-328-2511  
Email: [ForestryService@rochestermn.gov](mailto:ForestryService@rochestermn.gov)

## EMERALD ASH BORER INSPECTION NOTICE (WINTER)

All infested trees are marked with a **red 'X'** and have been positively diagnosed and/or declared a public nuisance according to City Ordinance #47. **The property owner must manage the removal of all marked trees and must return the included Private Property Tree Work Permit to the Forestry Division within 10 days from the date printed on this notice via mail, email, or fax.**

**X - Marked Trees** - If your tree is marked with an **'X'** the tree must be removed within **20 days** from the date printed on this notice. Tree removal does not require full removal of the stump. The stump must be cut to 6" or less.

**If the property owner fails to remove a positively diagnosed tree within the specified time frame, the City will manage the removal.**

The City will obtain unit<sup>1</sup> bids from licensed and insured tree care contractors for the removal of the infested tree(s). The cost for removal of the infested tree will not be known until the City requests quotations from contractors for the removal. The removal does not include removal of the stump. The property owner will be billed for the removal and disposal costs incurred by the City as well as an administrative fee of \$37.50 for each property identified on this notice. Property owners who wish to obtain more specific information relative to the removal procedure, or if you no longer own the property, or this notice was sent to you in error, please contact the Forestry Division.

**All infested wood is to be disposed of at a Minnesota Department of Agriculture approved wood waste facility.** At **no** time is infested ash wood allowed to be stored within Rochester city limits.

All commercial tree work contractors are required by ordinance to be licensed to work in Rochester. A list of licensed and insured tree care companies is attached and is available online at [www.rochestermn.gov/departments/parks-and-recreation/forestry/emerald-ash-borer-dutch-elm-disease](http://www.rochestermn.gov/departments/parks-and-recreation/forestry/emerald-ash-borer-dutch-elm-disease)

Please assist in preventing the spread of EAB by only hiring companies that properly dispose of infested wood. To learn more about the spread of EAB or how you might protect your healthy ash, visit the University of Minnesota Extension Service website ([www.extension.umn.edu](http://www.extension.umn.edu)).

<sup>1</sup>Unit bids are defined as costs for removal of each infested tree.



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**PRIVATE PROPERTY TREE WORK PERMIT APPLICATION  
EMERALD ASH BORER INSPECTION NOTICE (WINTER)  
PERMIT MUST BE RETURNED WITHIN 10 DAYS OF DATE PRINTED ON NOTICE**

This permit must be filled out and returned to the Parks and Forestry office via email, mail, or fax within 10 days from the date printed on this notice.

**TYPE OF WORK (Select One)**

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**CITY MANAGES REMOVAL OF TREE & BILLS PROPERTY OWNER**

- The City will obtain unit bids from licensed and insured contractor. The cost for removal of the infested tree will not be known until the City requests quotations from contractors for the removal. The removal does not include removal of the stump. The property owner will be billed for the removal and disposal costs incurred by the City as well as an administrative fee of \$37.50 for each property identified on this notice.

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**PROPERTY OWNER MANAGES REMOVAL OF TREE**

- Removal must take place within 20 days following date on this notice. If licensed contractor is hired to perform work, please indicate name of contractor and the date work is to be completed below.

Name of Contractor Hired: \_\_\_\_\_

Date Contractor Will Remove Tree(s): \_\_\_\_\_

**Preferred Method of Contact:**

Property Owner Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

Contact Email: \_\_\_\_\_

DO NOT WRITE IN THIS SPACE  
DEPARTMENT USE ONLY

Permit Conditions:

Permit Approved \_\_\_\_\_ Permit Denied \_\_\_\_\_ Date \_\_\_\_\_ Forestry Dept. \_\_\_\_\_